City of Eugene Neighborhood Matching Grant Program

2007 Large Projects ($1,000 - $25,000 grants) Application

Submit completed application form and attachments to City of Eugene, Neighborhood Services, 99 West 10th Avenue, Eugene, OR 97401 or via fax (682-5572). Pre-review deadline is January 15, 2007. Final applications must be received by 5:00 p.m. on Friday, March 9, 2007. Feel free to call Beth Bridges, 682-5272, for help. This application can also be found at the City's web page: www.eugene-or.gov

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Applicant Organization (If ad hoc group, please attach membership roster.)

_____

Project Contact Person

_____

Mailing Address   City   Zip Code

_____

Day Phone   FAX (optional)   E-mail Address (much appreciated)

Project Overview

_____   _____

Project Title   Total Project or Event Cost
                                             Total may not exceed $50,000.

_____   _____

Project Location (Address)   Neighborhood Match
                                             **Projects must have at least
                                             a 50% match before they
                                             will be considered.**

Briefly describe the project in 50 words or less.

The signatory declares that s/he is the elected Chair or President of the applicant organization, assures that a majority of members of the organization's governing board or ad hoc committee have voted to undertake the project, and assures that funds received as a result of the application will be used only for purposes set forth herewith.

_____   _____

Name (Print)   Signature

_____

Date application submitted

Instructions: To submit a grant application, answer the following questions. Please use no more than 4 pages for your basic application. Typed responses (in a font no smaller than 10 pt) are strongly encouraged. Please be concise. ➤Attach budget, project schedule, neighborhood involvement and match documentation. Please submit 10 copies of oversized or color drawings, maps, or photographs.

Note: The committee will rate the applications according to the points referenced.

1.   Tangible Neighborhood Benefit (40 points)

A.   How does the project better your neighborhood?   (25 points)
What is the observable physical improvement or measurable change in sense of community or neighborhood identity? Describe both the output (what's being built, nature of event) and the outcome (measurable impact in neighborhood, number of people attending event). What is the project's continuing benefit? For how long?

B.   If it is a physical improvement, how will the project be maintained?   (10 points)
If it is an event, how will the activity continue in the future?

C.   How does your proposed project align with adopted policies, master plans,   (5 points)
council goals and/or neighborhood needs assessments?

2.   Community Involvement (35 points)

A.   What is the geographic area affected by the grant?   (25 points)
(Feel free to include an annotated map, instead of text.)
How will the proposed project build community among the neighbors affected?
How do you know you have the support from the majority of people in the affected area?
➤Please attach any petitions or other relevant documentation.

B.   Are you working with other public, private, or non-profit organizations on this (10 points)
project? Please describe who and how.

3.   Project Readiness (15 points)

A.   ➤Please attach budget estimates or spreadsheets for materials/supplies,   (10 points)
personnel costs, and construction/capital expenses.
(Budget proposals will be reviewed for accuracy, reasonableness, and completeness.)
Who will do the accounting? If you have arranged for a fiscal agent, please include name and contact information.

B.   ➤What is the project schedule?   (5 points)
Please include significant dates (start date, project milestones, end date).

4.   Neighborhood Match (10 points)

A.   ➤Please attach the documentation for your match.   (10 points)
(Documentation may be pledges for labor, pledge/invoice for donated materials/ supplies, and pledges or bank statements for cash match.)

5.   Extra Credit awarded if the match is over 50% (up to 10 points)
Staff will calculate the extra credit based on the information submitted.